Policy 7.01 Implementation Plan (Second Year Progress Report)
Port Gamble S'Klallam Tribal IV-D Program and Fife DCS Office
Biennium Timeframe: July 1, 2004 to June 30, 2006

Plan Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each even-numbered year. Progress Report Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update for the Fiscal Year Starting Last July 1
Pace of Referrals	DCS will monitor for cases with a Port Gamble S'Klallam member and contact the Tribe to see if a referral is appropriate.	All appropriate referrals will be made.	State: Chris & Rhonda Tribe: Maria & Marilyn	We have monitored for new cases and made appropriate referrals.
Reducing the risk of child support flowing out incorrectly on Tribal TANF cases.	The Tribe will notify DCS when it believes a Tribal TANF referral is pending so DCS can set Special Instructions on the case to minimize and prevent money flowing out elsewhere incorrectly. DCS will send a debt calc immediately on new Tribal TANF cases. DCS will also review dollars in suspense so they don't remain longer than necessary in order to facilitate the correct month's $100 pass through payment.	Reduce or eliminate any funds being paid out to clients that should indeed be paid through to Tribal TANF child support cases.	State: Chris and Rhonda Tribe: Maria & Marilyn	There have not been any problems in this area since 7/1/04.
Enhancing ability to use e-mail	DCS will facilitate testing and provide technical assistance in obtaining and using encryption software so sensitive case information can be passed between the offices (outside firewall protections) via e-mail.	Enhance communication efficiency and ease with which case information can be passed between the offices.	State: Rhonda Tribe: Melody & Maria	This activity was completed in January 2005. Encryption software is being used.

Technology and SEMS Information & Access	DCS will support this Tribe piloting SEMS web access.	Enhanced communication and information sharing on case-specific matters efficiently.	State: Donna & Jim (with support from HQ) Tribe: Marilyn	SEMS web has been working fine since early 2005.
General Problem Resolution	Rhonda, Donna and Jim commit to be accessible and approachable. Tribal staff are encouraged to call any of these DCS people should front-line efforts at DCS not be meeting expectations or there are suggestions for improvement.	Problems will be corrected quickly and effectively.	State: Donna, Rhonda, Jim Tribe: Marilyn	All case specific issues have been handled satisfactorily. A meeting was held in October to discuss concerns regarding IRS certification. The DCS Director and STRU participated.
Meetings between Tribal and DCS Staff	DCS and Tribal staff will meet separately from the regular 7.01 meetings to discuss issues of unique concern or process to this program and relationship. Marilyn will determine which DCS staff are appropriate to attend such meetings	Enhanced communication, understanding and respect.	State: Donna & Jim Tribe: Marilyn	A meeting was held at the Kitsap County Prosecutor, Family Support Section on 11/16/05. Donna, Rhonda, Lynn and Chris visited the Tribe to introduce Chris as the new liaison in January 2006. Donna (and the DCS Director) attended the lunch and meeting when Commissioner Bean visited the Tribe in February 2006. Teleconferences (as noted above) have been held as needed to talk through case and policy dilemmas on an as needed basis. Several visits to assist with SEMS (noted above) were accomplished.

Regular 7.01 Meetings	The Fife District Manager and Jim(as Legal Unit Tribal Liaison) will meet with the all Tribal Representatives on a semi-annual basis as our "7.01 Meeting."	Cross program discussions, problem solving, issue identification, mutual support.	State: Donna & Jim Tribe: Marilyn	7.01 Meetings have been held as planned – quarterly and now semi-annually. The location has rotated as agreed.
Sharing Training Opportunities	DCS will advise Tribe of SEO Academy Training Modules & dates for other ongoing training events.	Extend some resources and opportunities from DCS to Tribal staff.	State: Rhonda Tribe: Marilyn	Maria attended the DCS conference in Tukwila in October 2005.
Tribal Training	DCS staff associated with the Tribal Team will be given appropriate training (ie: Government to Government Training)	Enhance knowledge of DCS staff on Tribal history, culture, processes.	State: Rhonda Tribe: Marilyn	Donna and Chris have attended 7.01 and Government to Government Training. Debi Hamilton is to attend Government to Government within the next two months. Dian and Lynn presented tribal training with Brady Rossnagle (STRU) to the Tacoma FO staff. Brady is scheduled to present tribal training to the Fife SEO1 Academy in February 2006.
Inclusion of Tribal Staff in major DCS hiring decisions	DCS will invite Tribal Staff to participate in interview panels and/or consult on major hiring decisions in this office, particularly any that have direct impact on Tribal Team workload.	Building trusting working relationships between the staff of both our programs.	State: Donna, Rhonda and Jim Tribe: Marilyn	New Fife DCS staff who interact with the Tribe have been introduced within weeks of coming on staff.

Providing employment opportunity for Port Gamble S'Klallam Tribal Members with DCS.	Tribal Employment Office (via Marilyn) will be notified of employment opportunities within DCS.	Provide information about employment opportunities for Tribal IV-D staff.	State: Rhonda Tribe: Marilyn	Due to the stable nature of the Tribal IV-D staff workforce at their location and the distance to potential job openings in our office, there has not been demand for this.